FIRE PUMP
ANNUAL REPORT

Inspection, Testing, and Maintenance Cover Sheet
NFPA 25 as amended by CCR, Title 19

Property Information:

Name: _____ Occupancy /Use: _____

Address: _____ Construction Type: _____

City: _____ No. Stories: _____

ZIP: _____ Year Constructed: _____

Contact: _____

Telephone: _____

Contractor Information:

Name: _____

Address: _____

City: _____

State: _____

Telephone: _____

CA License# _____

Job # _____

Performed by: _____
(Print)

Note: Contractor information may be pre-printed

_____ Number of System Risers

Copy sent to:

□ Owner Date _____

□ Fire AHJ Date _____

□ Contractor Date _____

NOTES:

1) For specific inspection, testing, and maintenance requirements and information, see NFPA 25, 2002 Edition as amended by California Code of Regulations, Title 19, §901 to §906.

2) Inspection items may be performed by the Owner in accordance with California Code of Regulations Title 19 §904.1(a)

Forms included with this report	NFPA 25 Chapter	Number of Forms	N/A	FAIL*	PASS
☐ Automatic Sprinkler System	5				
☐ Standpipe and Hose Systems	6				
☐ Private Water Supply System	7				
☐ Fire Pump	8				
☐ Water Storage Tank	9				
☐ Water Spray System	10				
☐ Foam Water Sprinkler System	11				

*See "Deficiencies and Comments" section at end of each respective form.

Inspection, Testing, and Maintenance Fire Pumps
NFPA 25, Chapter 8 as amended by CCR, Title 19

Date of Inspection, Testing, Maintenance: _____

Property Information:

Name: _____

Address: _____

_____

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Serial Number:

_____

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Annual Fire Pump Test Results

Date of Pump Test: _____

Shaft Orientation:
☐ Horizontal
☐ Vertical

Number of pumps at this location: _____
If multiple pumps:
☐ Series arrangement
☐ Parallel arrangement
NOTE: Submit a separate form for each pump

Type of Driver:
☐ Electric
☐ Diesel
☐ Gasoline
☐ Steam
☐ Gas

	Nameplate Data	Test Results				
Shutoff Pressure	psi	*Flow (gpm)*	*Net Pump Pressure (psi)*	*RPM*	*Volts*	*Amps*
100% Rated Capacity	gpm					
100% Rated Pressure	psi					
150% Rated Capacity	gpm					
65% Rated Pressure	psi					
Rated RPM	rpm					
Type of Test: ☐ Discharge to Atmosphere ☐ Recirculation						

Test Equipment
☐ Flow Meter / Size: _____
☐ Play pipe (1-1/8")
☐ Play pipe (1-3/4")
☐ Diffuser / Size: _____

Controller:

Manufacturer: _____

Serial Number: _____

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FIRE PUMP INSPECTIONS

Item	Activity	Frequency	Description	NFPA 25 Reference	Fail	N/A	Pass
1.1	I	Weekly	Pump House heating and ventilating louvers	8.2.2(1)			
1.2	I	Weekly	Circulation Relief Valve	12.5.6.1			
1.3	I	Weekly	Pressure Relief Valve	12.5.6.2			
1.4	I	Quarterly	Control Valves	12.3.2.1			
			Fire Pump System:	8.2.2(2)			
1.5	I	Weekly	a. Pump Suction, discharge, and bypass valves are open.	8.2.2(2)(a)			
1.6	I	Weekly	b. Piping is free of leaks.	8.2.2(2)(b)			
1.7	I	Weekly	c. Suction pressure gauge reading is normal	8.2.2(2)(c)			
1.8	I	Weekly	d. System line pressure gauge reading is normal	8.2.2(2)(d)			
1.9	I	Weekly	e. Suction reservoir is full.	8.2.2(2)(e)			
1.10	I	Weekly	f. Wet pit suction screens are unobstructed and in place.	8.2.2(2)(f)			
			Electrical System Conditions:	8.2.2(3)			
1.11	I	Weekly	a. Controller pilot light is illuminated.	8.2.2(3)(a)			
1.12	I	Weekly	b. Transfer switch normal pilot light is illuminated.	8.2.2(3)(b)			
1.13	I	Weekly	c. Isolating switch is closed – standby (emergency) source.	8.2.2(3)(c)			
1.14	I	Weekly	d. Reverse phase alarm pilot light is off or normal phase rotation pilot light is on.	8.2.2(3)(d)			
1.15	I	Weekly	Oil level in vertical motor sight glass is normal.	8.2.2(3)(e)			
			Diesel Engine System Conditions:	8.2.2(4)			
1.16	I	Weekly	a. Fuel tank is two-thirds full.	8.2.2(4)(a)			

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1.17	I	Weekly	b. Controller selector switch is in "auto" position.	8.2.2(4)(b)			
1.18	I	Weekly	c. Batteries (2) voltage readings are normal	8.2.2(4)(c)			
1.19	I	Weekly	d. Batteries (2) charging current readings are normal	8.2.2(4)(d)			
1.20	I	Weekly	e. Batteries (2) pilot lights are on or battery failure (2) lights are off.	8.2.2(4)(e)			
1.21	I	Weekly	f. All alarm pilot lights are off.	8.2.2(4)(f)			
1.22	I	Weekly	g. Engine running time meter is reading.	8.2.2(4)(g)			
1.23	I	Weekly	h. Oil level in right angle gear drive is normal.	8.2.2(4)(h)			
1.24	I	Weekly	i. Crankcase oil level is normal.	8.2.2(4)(i)			
1.25	I	Weekly	j. Cooling water level is normal.	8.2.2(4)(j)			
1.26	I	Weekly	k. Electrolyte level in batteries is normal.	8.2.2(4)(k)			
1.27	I	Weekly	l. battery terminals are free from corrosion.	8.2.2(4)(l)			
1.28	I	Weekly	m. Water-jacket heater is operating.	8.2.2(4)(m)			
			Steam System Conditions:	8.2.2(5)			
1.29	I	Weekly	Steam pressure gauge reading is normal.	8.2.2(5)			
			Pump System:	Table 8.5.3(A)			
1.30	I	A-O	Wet pit suction screens	Table 8.5.3(A)(5)			
			Electrical System:	Table 8.5.3(C)			
1.31	I	Annually	Inspect emergency manual starting means	Table 8.5.3(C)(4)			
			Diesel Engine System:	Table 8.5.3(D)			
1.32	I	Weekly	Fuel: Tank Level.	Table 8.5.3(D)(1)(a)			

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Item	Activity	Frequency	Description	NFPA 25 Reference	Fail	N/A	Pass
1.33	I	Weekly	Fuel: Tank Float Switch	Table 8.5.3(D)(1)(b)			
1.34	I	Weekly	Fuel: Solenoid valve operation	Table 8.5.3(D)(1)(c)			
1.35	I	Weekly	Fuel: Flexible hoses and connectors	Table 8.5.3(D)(1)(g)			
1.36	I	Weekly	Lubrication System: Oil level.	Table 8.5.3(D)(2)(a)			
1.37	I	Weekly	Cooling System: Level	Table 8.5.3(D)(3)(a)			
1.38	I	Weekly	Cooling System: Adequate cooling water to heat exchanger.	Table 8.5.3(D)(3)(d)			
1.39	I	Weekly	Cooling System: Water pumps.	Table 8.5.3(D)(3)(f)			
1.40	I	Weekly	Cooling System: Condition of flexible hoses and connections.	Table 8.5.3(D)(3)(g)			
1.41	I	Weekly	Cooling System: Jacket water heater	Table 8.5.3(D)(3)(h)			
1.42	I	Weekly	Battery System: Electrolyte level.	Table 8.5.3(D)(5)(a)			
1.43	I	Weekly	Exhaust System: Leakage	Table 8.5.3(D)(4)(a)			
1.44	I	Weekly	Electrical System: General Inspection	Table 8.5.3(D)(6)(a)			
1.45	I	Monthly	Battery System: Charger and charge rate.	Table 8.5.3(D)(5)(e)			
1.46	I	Monthly	Battery System: Equallze charge.	Table 8.5.3(D)(5)(f)			
1.47	I	Monthly	Electrical System: Circuit breakers or fuses.	Table 8.5.3(D)(6)(f)			
1.48	I	Quarterly	Lubrication System: Crankcase breather	Table 8.5.3(D)(2)(e)			
1.49	I	Quarterly	Exhaust System: Insulation and fire hazards.	Table 8.5.3(D)(4)(c)			
1.50	I	Quarterly	Battery System: Terminals clean and tight.	Table 8.5.3(D)(5)(b)			
1.51	I	Quarterly	Electrical System: Wire chafing where subject to moving.	Table 8.5.3(D)(6)(c)			
1.52	I	Semiannually	Cooling System: Antifreeze protection level	Table 8.5.3(D)(3)(b)			

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1.53	I	Semiannually	Exhaust System: Flexible exhaust section.	Table 8.5.3(D)(4)(f)			
1.54	I	Annually	Fuel: Tank vents and overflow piping is unobstructed.	Table 8.5.3(D)(1)(h)			
1.55	I	Annually	Fuel: Piping.	Table 8.5.3(D)(1)(I)			
1.56	I	Annually	Cooling System: Inspect ductwork	Table 8.5.3(D)(3)(i)			
1.57	I	Annually	Exhaust System: Hangers and supports.	Table 8.5.3(D)(4)(e)			
			FIRE PUMP TESTS				
2.1	T	Weekly	Pump Operation – No Flow condition	8.3.1			
2.2	T	Monthly	Engine Generator Sets	NFPA 110			
2.3	T	Annually	Control Valve – Position	12.3.3.1			
2.4	T	Annually	Control Valve – Operation	12.3.3.1			
2.5	T	Annually	Supervisory	12.3.3.5			
2.6	T	Annually	Pump Operation – Flow condition	8.3.3.1			
2.7	T	5 Year	Pressure Reducing Valve	12.5.1.2			
2.8	T		Automatic Transfer Switches	NFPA 110			
			Pump System:	Table 8.5.3(A)			
2.9	T	Annually	Pump System: Check Pump shaft end play.	Table 8.5.3(A)(2)			
2.10	T	Annually	Pump System: Check accuracy of pressure gauges and sensors.	Table 8.5.3(A)(3)			
2.11	T	Annually	Pump System: Check pump coupling alignment.	Table 8.5.3(A)(4)			
2.12	T	Annually	Pressure Relief Valve	12.5.6.2.2			
2.13	T	Annually	Circulation Relief Valve	12.5.6.1.2			

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Item	Activity	Frequency	Description	NFPA 25 Reference	Fail	N/A	Pass
			Electrical System:	Table 8.5.3(C)			
2.14	T	Monthly	Electrical System: Exercise isolating switch and circuit breaker.	Table 8.5.3(C)(1)			
2.15	T	Semiannually	Electrical System: Operate manual starting means (electrical).	Table 8.5.3(C)(3)			
2.16	T	Annually	Electrical System: Trip circuit breaker (if mechanism provided).	Table 8.5.3(C)(2)			
2.17	T	Annually	Electrical System: Operate emergency manual starting means (without power).	Table 8.5.3(C)(4)			
			Diesel Engine System:	Table 8.5.3(D)			
2.18	T	Monthly	Battery System: Specific Gravity or state of charge	Table 8.5.3(D)(5)(d)			
2.19	T	Semiannually	Electrical System: Operation of safeties and alarms.	Table 8.5.3(D)(6)(d)			
2.20	T	Annually	Exhaust System: Excessive back pressure	Table 8.5.3(D)(4)(d)			
Fire Pump Maintenance (NFPA 25: 8.5.1)							
3.1	M	Annually	Control valves	12.3.4			
			Pump System:	Table 8.5.3(A)			
3.2	M	Annually	Lubricate pump bearings	Table 8.5.3(A)(1)			
			Mechanical Transmission:	Table 8.5.3(B)			
3.3	M	Annually	Lubricate Coupling	Table 8.5.3(B)(1)			
3.4	M	Annually	Lubricate right-angle gear drive	Table 8.5.3(B)(2)			
			Electrical System:	Table 8.5.3(C)			
3.5	M	Annually	Tighten electrical connections	Table 8.5.3(C)(5)			
3.6	M	Annually	Lubricate mechanical moving parts (excluding starters and relays)	Table 8.5.3(C)(6)			

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Item	Activity	Frequency	Description	NFPA 25 Reference	Fail	N/A	Pass
3.7	M	Annually	Calibrate pressure switch settings.	Table 8.5.3(C)(7)			
3.8	M	Annually	Grease motor bearings	Table 8.5.3(C)(8)			
			Diesel Engine System:	Table 8.5.3(D)			
3.9	M	Weekly	Fuel: Water in system.	Table 8.5.3(D)(1)(f)			
3.10	M	Quarterly	Fuel: Strainer, filter, or dirt leg, or combination thereof.	Table 8.5.3(D)(1)(d)			
3.11	M	Annually	Fuel: Water or foreign material in tank.	Table 8.5.3(D)(1)(e)			
3.12	M	Annually	Cooling System: Antifreeze	Table 8.5.3(D)(3)(c)			
			Lubrication System:	Table 8.5.3(D)(2)			
3.13	M	Weekly	Lube oil heater	Table 8.5.3(D)(2)(d)			
3.14	M	Quarterly	Crankcase breather	Table 8.5.3(D)(2)(e)			
3.15	M	Annually/50 Hours	Oil change	Table 8.5.3(D)(2)(b)			
3.16	M	Annually/50 Hours	Oil Filter(s)	Table 8.5.3(D)(2)(c)			
			Cooling System:	Table 8.5.3(D)(3)			
3.17	M	Quarterly	Water Strainer	Table 8.5.3(D)(3)(j)			
3.18	M	Semiannually	Antifreeze protection level.	Table 8.5.3(D)(3)b)			
3.19	M	Annually	Rod out heat exchanger.	Table 8.5.3(D)(3)(e)			
3.20	M	Annually	Clean louvers.	Table 8.5.3(D)(3)(i)			
			Exhaust System:	Table 8.5.3(D)(4)			
3.21	M	Weekly	Drain condensate trap.	Table 8.5.3(D)(4)(b)			

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Item	Activity	Frequency	Description	NFPA 25 Reference	Fail	N/A	Pass
			Battery System:				
3.22	M	Monthly	Remove corrosion, case exterior clean and dry.	Table 8.5.3(D)(5)(c)			
			Electrical System:	Table 8.5.3(D)(6)			
3.23	M	Semiannually	Boxes, panels, and cabinets.	Table 8.5.3(D)(6)(e)			
3.24	M	Annually	Tighten control and power wiring connections.	Table 8.5.3(D)(6)(b)			
3.25	M	Biannually	Circuit breakers and fuses	Table 8.5.3(D)(6)(g)			

Item	**Deficiencies and Comments:** **Deficiencies and Comments Item number must correspond to the Item number of the Activity listed above:**

See Continuation Page(s) _____ (Indicate the number of continuation pages)

☐ PASS

☐ FAIL

_____ Signature

_____ Date

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3.22	M	Monthly	Remove corrosion, case exterior clean and dry.	Table 8.5.3(D)(5)(c)			
			Electrical System:	Table 8.5.3(D)(6)			
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☐ FAIL

_____ Signature

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